School Level Expenditure Report (Civil Rights 2014)

All districts will be responsible for completing a Civil Rights Data Collection that will come directly from the federal government. The Department of Education's School Level Expenditure data collection is provided for the benefit of the school districts to assist in their direct reporting of the Civil Rights data to the federal government. Districts are highly encouraged to complete the Department's collection to ensure that the data reported to the federal government matches the data reported on the 2014 CAR.

To find the account codes that match the net expenditure number in each row, do the following.
- Referring to Row 1 of the School Level Expenditure – District Summary as an example, go to the CAR – 2014 Upload and Reports application, then select View Reports/Create Your Own Report.
- Use the following criteria:
    1. Account ID = 9
    2. Function between 1000 and 1999
    3. Object between 120 and 129
- Click the CREATE REPORT button.
- Click the result listed in the Total Amount column.
- Copy and paste the list of account numbers into Excel. You may need to copy from the line "Repeat Column Headings…" down through the list to get it to paste into Excel properly.
- Sort the report by fund.   Retain all account codes in Funds 10, 23, 28 and 33. Delete the remaining account codes.
- Sort the report by project. Within the 4xxx project codes, keep the account codes 4101 and 4302. Delete the remaining 4xxx account codes.
- Sort the report by program. Delete the account codes that contain Programs 200-269, 280-299, and 500-999.
- Total the amount in the remaining account codes and it should match Row 1 of the Net Expenditure on the School Level Expenditure – District Summary.
- The remaining account codes should total the net expenditures that will need to be broken down by building. If the codes contain a facility number, sort by that. If not, the break down will need to be derived by matching teacher salaries with district information regarding teacher building assignments.
- Objects 300-899 must also be broken out by building level. Choose a consistent method by which this breakdown will be derived.

Repeat these steps for each row, changing the criteria in Create Your Own Report.